

**SUBREGIONAL TRAINING COURSE
ON TRAINING OF TRAINERS**

**Athalassa / Nicosia, Cyprus
16-18 May 2000**

R E P O R T

JULY 2000

SUBREGIONAL TRAINING COURSE ON TRAINING OF TRAINERS

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R E P O R T

INTRODUCTION

1. Between 16 and 18 May 2000 REMPEC organized, in co-operation with the Department of Fisheries and Marine Research, Ministry of Agriculture, Natural Resources and Environment, Republic of Cyprus, in Athalassa near Nicosia, a three-day subregional Training Course on Training of Trainers for the selected personnel from Cyprus, Egypt and Israel.

2. The Course was organized as one of the training activities planned within the framework of the LIFE Third Countries project for the development of spill response capabilities of Cyprus, Egypt and Israel (TCY96/INT/08). The project is financed by the European Community through its LIFE Third Countries financial instrument and is co-ordinated by the IMO/UNEP Regional Marine Pollution Emergency Response Centre for the Mediterranean Sea. The Course was organized in accordance with the original project document, taking also into consideration adjustments and decisions of the Steering Committee of the project.

ORGANIZATION OF THE WORKSHOP

3. The preparation of the Course started in the beginning of the year and was rather complicated taking into consideration that courses of this type are not organized regularly and that there were only a few precedents at the international level. In the preparation of the course REMPEC relied on the work carried out by the International Maritime Organization (IMO), and on the experience of "Centre de documentation de recherche et d'expérimentations sur les pollutions accidentelles des eaux" (CEDRE), which organized some training activities of the similar nature.

4. Responsibilities of REMPEC included *inter alia* the preparation of the programme of the Course, identification, selection and invitation of the lecturers, and providing written materials for the distribution to the participants in the Course.

5. The selection of participants was the responsibility of the competent national authorities of the three countries concerned. Following the invitation by REMPEC, they selected participants from their respective countries: in **Cyprus** the participants were selected by the Department of Fisheries and Marine Research, in **Israel** by the Marine and Coastal Environment Division of the Ministry of Environment, and in **Egypt** by the Egyptian Environmental Affairs Agency.

6. The Department of Fisheries and Marine Research, Ministry of Agriculture, Natural Resources and Environment, Republic of Cyprus, was responsible for providing all necessary logistic support for the smooth running of the course. It provided the lecturing room at the Agricultural Institute in Athalassa, that belongs to the same Ministry, as well as all audiovisual aids required for the Course (overhead, slide and Power Point projectors, video camera and player). The Department of Fisheries and Marine Research also made all necessary arrangements for the accommodation of lecturers and trainees, and organized transportation of the participants from the hotel to the Institute, coffee breaks and lunches, and provided

required expandable material as necessary. Throughout the course the staff of the Department provided necessary secretarial services and other logistic support that largely contributed to the smooth running of the course.

7. The cost of travel, DSA and fees of the external lecturers, the cost of travel and DSA of the trainees from Egypt and Israel, as well as all other costs related to the course (local transport, coffee breaks, etc...), were paid by REMPEC from the budget of the project.

8. The venue of the Course was a lecturing room at the Agricultural Institute of the Ministry of Agriculture, Natural Resources and Environment, in Athalassa, a suburb of Nicosia.

9. The working language of the Course was English, and the competent national authorities of the three countries concerned were requested to ensure that all selected trainees had a good command of English language.

10. A total of thirteen (13) participants attended the Course, including 5 from Cyprus and 4 from Egypt and Israel respectively. The major part of the trainees came from their respective national authorities responsible for accidental marine pollution preparedness and response (Department of Fisheries and Marine Research - Cyprus, Marine and Coastal Environment Division of the Ministry of Environment - Israel, Egyptian Environmental Affairs Agency - Egypt). Three participants (1 from Cyprus and 2 from Egypt) came from the oil industry and a training institution, which are nevertheless included in their respective national preparedness and response systems. The list of participants is given in **Annex I**.

11. The Course started at 08.30 on Tuesday, 16 May 2000. Mr. Darko DOMOVIC, Technical Expert, REMPEC inaugurated the Course and welcomed the participants on behalf of the organizers. He emphasized that the aim of this training activity was to provide the authorities of the three countries concerned with the capacity to train in the future their own personnel without relying exclusively on the external assistance. Mr. Loizos LOIZIDES, the officer responsible for marine pollution preparedness and response at the Department of Fisheries and Marine Research, welcomed the participants on behalf of the host country.

OBJECTIVES AND PROCEEDINGS OF THE WORKSHOP

12. The prime objective of the Course was to provide the selected group of persons included in their respective national systems for preparedness and response, with the basic knowledge and skills required to undertake training of oil spill response personnel at national level. The Course was aimed at future trainers of operators and supervisors/on-scene commanders from governmental departments and industry who were designated, either within their national spill preparedness and response organization, or under the subregional system concerning these three countries, to conduct response and clean-up activities.

13. With a view to facilitating the transfer of mainly pedagogic knowledge and skills, and to avoiding the need for explaining the basics of oil spill response techniques, the competent national authorities were advised to select the participants who already had the sound knowledge of various aspects of oil spill preparedness and response, as well as experience in conducting or co-ordinating spill response activities.

14. In order to achieve the objective of the Course REMPEC prepared, in consultation with IMO and CEDRE, the programme that included 5 lectures and 25 presentations by trainees, followed by discussion and lecturers' comments.

15. The programme was based on the IMO "Train the Trainers" model course structure, the experience of such courses that were previously organized, and on the similar training programme prepared by CEDRE. Taking into consideration the availability of personnel and their other commitments, the number of trainees' presentations was reduced from three, as originally envisaged in IMO model course, to two.

16. Prior to finalizing the programme, REMPEC discussed it with the two lecturers selected for this training course who both had previous international experience in conduction courses aimed at training of trainers, as well as with lecturers who took part in one of the original IMO model training courses.

17. It was agreed that the duration of the course should be **three** working days, i.e. shorter than the original IMO Model Course. After having discussed this matter with some of the lecturers in the previous such courses, it was felt that one day presentation of teaching techniques and skills would be sufficient, and that this should be followed by two days of students' presentations covering various spill response related topics. The presentations by the trainees were to be subsequently analysed, discussed and commented by the lecturers, from both pedagogic and technical points of view.

18. Taking into consideration that all expected participants had already taken part in numerous exercises organized at national and regional levels, and were expected to be fully familiar with various types of spill response equipment and its operation, it was agreed that for this particular Course the equipment exercises, originally envisaged in the programme of the IMO model course, would not be included in the programme.

19. The final programme of the Course is reproduced in **Annex II**.

20. The lecturers were selected by REMPEC after consulting IMO and other renowned organizations having international experience in training in the field of oil spill response. They were Capt. MARK LIM YEW GUAN, Head, Maritime Safety, National Maritime Academy, Maritime and Port Authority of Singapore, whose excellent contribution to the similar courses organized by IMO in Singapore and Ghana was emphasized by all those consulted, and Mr. Christophe ROUSSEAU, Deputy Director, CEDRE, Brest, France, who was responsible for preparing and successfully conducting similar courses in Morocco and in Malta. These two lecturers were assisted by Mr. Darko DOMOVIC, Technical Expert, REMPEC, who provided the evaluation of technical aspects of trainees' presentations.

21. Details of the lecturers are given in **Annex III**.

22. The **first day** of the Course was dedicated to introducing the trainees to the main principles of teaching adults, including instructional methods, strategies and techniques, preparation of lesson plan, its content and format, preparation of visual training aids, etc. After the lecture on oral communication each student was requested to make a brief 5 minutes presentation, following the instructions outlined by the lecturer, on a subject of his own choice (e.g. a personal experience, hobby, technical subject, ...), giving him the opportunity to express his ideas and opinions concerning the chosen subject. This exercise had proven to be very beneficial for the trainees and helped them to overcome the initial hesitation and shyness.

23. At the end of Day 1 the trainees were divided into teams consisting of two members, twelve students thus forming six teams. Each team was assigned a specific topic related to oil spill response, from the following list:

- Containment of spilled oil / use of booms
- Recovery of spilled oil / use of skimmers
- Use of chemical dispersants in oil spill response
- Shoreline clean-up techniques
- Storage, transportation and disposal of recovered oily material
- Contingency planning for oil spills

One of the trainees, who specialises in a very specific field of spill response (oil spill modelling and forecasting), had chosen to prepare the presentation on this topic.

24. Both members of each team were provided with the back-up documentation covering the subject assigned to their team, which could help them in preparing their presentations. Each team member was requested to prepare his individual lesson on the team's topic.

25. A list of all written materials and support documents distributed to the trainees during the Course is given in **Annex IV**.

26. During the other **two days** participants were given sufficient time to prepare their own presentations of the selected oil spill response related subjects. They were also advised to utilize their free time for the preparation of lectures. Trainees were subsequently requested to present, to the audience consisting of other participants and lecturers, their **theoretical and fact based 30 minutes** lessons on the topics assigned to their respective teams.

27. Trainees were also requested to prepare visual aids covering the subject of their lesson (transparencies, flip charts, etc.). Necessary material (blank transparencies, coloured markers) and equipment (projectors) were made available to the trainees as required. For those who wanted to use 35-mm slides for their presentations REMPEC provided a selection of slides related to their respective subjects.

28. Pedagogical and technical aspects of each trainee's presentation were subsequently analysed and commented by the team of lecturers. In order to facilitate the analysis of each presentation, these were video recorded and projected during the part of session dedicated to comments and discussion. Other trainees were also invited to express their opinion on the instructional and technical merits of presented lessons.

CONCLUSIONS AND RECOMMENDATIONS

29. The trainees have shown remarkable interest in the course and, regardless of some understandable initial reluctance and hesitation, very actively participated in the part of the course dedicated to their individual presentations. They all made a serious attempt to implement instructional methods, techniques and skills as explained by the lecturers during the theoretical part of the course. Students very well accepted constructive criticism by both lecturers and other trainees.

30. It was felt that most of the trainee's presentations were affected to a certain degree by the requirement to speak in English, since it was not the mother tongue of any of them. They all remarked that they would feel much more comfortable if they could present their respective lectures in their original languages. The same applies to the visual aids prepared by the trainees, which would probably be of a much higher standard if written in Arabic, Greek or Hebrew alphabets respectively.

31. From the technical point of view the major part of trainees' lectures were correct, although the time limitations did not allow the presentations to go into too many details of the chosen subjects. Such result was to a certain extent expected, taking into consideration that the trainees had been selected from among the experienced personnel, who had been trained in various subjects related to preparedness and response to marine pollution accidents and who also had working experience in spill response. Moreover, it should be taken into consideration that topics were distributed randomly and that very likely, in their future work as trainers, the present trainees will concentrate on those topics in which they have most experience and/or interest.

32. At the end of the course all the participants expressed positive opinions about the course and indicated that the objective of the course was achieved as regards the expected benefits for the trainees. They were of the opinion that they would be able to put the acquired knowledge and skills into practice.

33. The delivery of the course was very much facilitated by the adequate, small size of the group, the appropriate selection of trainees by their respective national authorities, the proper size of the classroom and its equipment with all necessary facilities, and last but not least, by the individual qualities of the lecturers who succeeded in transferring to trainees the expected knowledge and skills in a very competent way. The knowledge and personal experience of the lecturers, coupled with their spontaneity in approach, could be singled out as the main reasons for achieving the objective of the course.

34. During the closing session, which was officiated by Dr. Gabriel P. GABRIELIDES, Director, Department of Fisheries and Marine Research, the trainees were presented with Certificates of Attendance. A copy of the Certificate is reproduced in **Annex V**.

35. Mr. Elik ADLER, Head, Marine and Coastal Environment Division of the Israeli Ministry of the Environment, on behalf of the participants thanked the host country, REMPEC and the EC for their efforts in delivering the Course, and in particular to very competent lecturers. He said that all the trainees had benefited a lot from the course and that the acquired knowledge would help the three countries concerned in further strengthening their respective national preparedness and response systems, as well as the subregional one.

36. Mr. DOMOVIC, on behalf of REMPEC, thanked the trainees and the lecturers for their respective contributions to the success of the Course.

37. Dr. GABRIELIDES, thanked REMPEC, lecturers and the participants on behalf of the host country and officially closed the Course on Thursday, 18 May 2000 at 17.00 hours.

ANNEX I

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ANNEX II

PROGRAMME OF THE COURSE

DAY 1	Tuesday, 16 May 2000	
08.30 - 09.00	Opening of the course Introduction to the course	
09.00 - 10.00	Oral communication	Mark Lim Yew Guan
10.00 - 10.15	Coffee break	
10.15 - 11.30	Preparation of 5 minutes presentations	Students
11.30 - 13.00	5 minutes presentations	Students
13.00 - 14.30	Lunch break	
14.30 - 15.00	Instructional strategies/methods	Christophe Rousseau
15.00 - 15.30	Lesson Plan	Mark Lim Yew Guan
15.30 - 15.45	Coffee break	
15.45 - 16.15	Training (visual) aids	Christophe Rousseau
16.15 - 16.45	Personalizing the Lesson Plan	Mark Lim Yew Guan
16.45 - 17.00	Division of students in teams Distribution of lessons	
DAY 2	Wednesday, 17 May 2000	
08.30 - 10.00	Preparation of lessons	Students
10.00 - 10.15	<i>Coffee break</i>	
10.15 - 13.00	Preparation of lessons	Students
13.00 - 14.30	<i>Lunch break</i>	
14.30 - 15.45	Students' presentations (2)	Students
15.45 - 16.00	<i>Coffee break</i>	
16.00 - 17.15	Students' presentations (2)	Students

DAY 3**Thursday, 18 May 2000**

08.30 - 10.00	Student's presentations (3)	Students
10.00 - 10.15	<i>Coffee break</i>	
10.15 - 13.00	Student's presentations (4)	Students
13.00 - 14.30	<i>Lunch break</i>	
14.30 - 15.10	Students' presentations (1)	Students
15.10 - 15.30	<i>Coffee break</i>	
15.30 - 16.30	Final comments	Lecturers
16.30 - 17.00	Course evaluation Closing ceremony Presentation of Certificates	

ANNEX III

LIST OF LECTURERS

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ANNEX IV

LIST OF DOCUMENTS

1. Student Manual, Train the Trainer Course (IMO Model Training Course on Oil Spill Preparedness and Response), IMO, London, U.K.
2. Set of Power Point presentations, Train the Trainer Course (IMO Model Training Course on Oil Spill Preparedness and Response), IMO, London, U.K.
3. Set of papers on pedagogy, CEDRE, Brest, France
4. Set of Power Point presentations, CEDRE, Brest, France

For the preparation of students' presentations, the following documents were distributed to the students as background material:

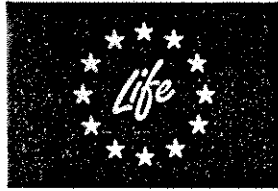
REMPEC: Guide for combating accidental marine pollution in the Mediterranean (RIS.D/1)

Booms (Section IV, Chapter IV.1)
Recovery devices (Section IV, Chapter IV.2)
Dispersants and their use (Section IV, Chapter IV.3)
Shoreline oil spill clean-up (Section IV, Chapter IV.5)
Storage and treatment of collected oiled material (Section IV, Chapter 6)

REMPEC: Contingency planning

ITOPF: Technical Information Papers

Use of booms in combating oil spills (No. 2)
Aerial application of oil spill dispersants (No. 3)
Use of oil spill dispersants (No. 4)
Use of skimmers in combating oil pollution (No. 5)
Shoreline clean-up (No. 7)
Disposal of oil and debris (No. 8)
Contingency planning for oil spills (No. 9)



REGIONAL MARINE POLLUTION EMERGENCY RESPONSE CENTRE
FOR THE MEDITERRANEAN SEA (REMPEC)

CERTIFICATE

No. 00

This is to certify that

has attended

THE SUBREGIONAL TRAINING COURSE
ON TRAINING OF TRAINERS

Nicosia / Athalassa, Cyprus
16 - 18 May 2000

organized within the framework of the

LIFE THIRD COUNTRIES
PROJECT FOR THE DEVELOPMENT OF OIL SPILL RESPONSE CAPABILITIES
OF CYPRUS, EGYPT AND ISRAEL

by the

REGIONAL MARINE POLLUTION EMERGENCY RESPONSE CENTRE
FOR THE MEDITERRANEAN SEA (REMPEC)

A handwritten signature in black ink, which appears to read "Roberto Patrino", is written over a horizontal line.

Roberto PATRUNO
Director, REMPEC